

Exhibit A

Lompoc Veterans Memorial Building and Civic Center (LVMBCC) Operational Rules

The following LVMBCC rules shall be administered and enforced for the County of Santa Barbara (County) by the Director of the General Services Department, or designee, and for Veterans' Organizations by their respective Commander or President.

1. **Veterans' Organizations:** Veterans' Organizations are recognized as comprising of two groups; Veterans' Associations as defined in the California Military and Veterans Code (MVC) Section 1260 and Veteran Related Groups, hereinafter collectively referred to as Veterans' Organizations. Certain areas of the LVMBCC have been dedicated to the use of Veterans' Associations pursuant to the MVC and certain areas have been assigned to the use of veteran related groups, but not dedicated thereto. Veterans' Organizations have assigned areas in the LVMBCC, and shall adhere to the rules herein. No other group, organization, or association shall use the LVMBCC without the express written consent of County. Use of the building by all Veterans Organizations is subject to their continued compliance with rules herein established. Groups or Associations may be added to, or deleted, only by written approval of the County's Director of General Services Department, or designee. The County reserves the right to assign or reassign assigned areas. The Veterans' Organizations that currently have an assigned area in the LVMBCC are as follows:

Veterans' Associations (as defined by the Military Veterans Code):

American Legion Post 125
Disabled American Veterans – Chapter 91
Veterans of Foreign Wars Post 570
Veterans of Foreign Wars Post 1717
American GI Forum – Chapter 107-F
Boots and Chutes

Veteran Related Groups:

American Legion Auxiliary Unit 211
Ladies Auxiliary Veterans of Foreign Wars Post 570
American Legion Auxiliary Unit 125
Sons of American Legion Squadron 125
Ladies Auxiliary Veterans of Foreign Wars 1717

Each Veteran's Organization shall be responsible to provide appropriate veterans services to its members.

Veterans Organizations that are affiliated with the LVMBCC but do not currently have an assigned area in the LVMBCC are:

Daughters of the American Revolution
La Société Des 40 Hommes et 8 Chevaux (AKA 40 + 8 Voiture 1179)
Lompoc Veterans Council
Sons of the American Legion Squadron 211
American Legion Post 211

2. **Assigned Space to Veterans Organizations:** Each Veterans' Organization shall use the specific area of the LVMBCC as shown and identified on Attachment 1 or as subsequently revised by the County. The areas of the LVMBCC that are not specified to a Veterans' Organization, or for County use, shall be considered common areas and may only be used by Veterans' Associations so as to not unduly interfere with the reasonable use by the public or the County or pursuant to a valid rental reservation or prior written approval by County. The County reserves the right to use the LVMBCC for other purposes not inconsistent with Veterans' Organizations use. The County Board of Supervisors shall have the control over the space assigned to Veterans' Associations and Related Groups of the LVMBCC.

Veterans' Organizations shall not sublease, or assign their assigned areas or any portion of the LVMBCC or any interest therein. Any attempt to sublease or assign, or in any other way encumber the LVMBCC shall be void and without legal effect, and shall constitute grounds for immediate suspension or termination, with appropriate notice.

3. **Common Areas:** The areas in the LVMBCC that are considered common areas are as follows: lobby, auditorium, trophy room, banquet room, kitchen, conference room, restrooms and tower. (Entry to the tower requires prior arrangement with the Veterans Council due to public access issues). The County shall manage and operate these areas through the General Services Department. The Veterans' Organizations' use of common areas shall not unduly interfere with the reasonable use by public and County. A Veterans' Organization using any common area is responsible for the cleanliness of that area.

4. **Insurance:** Veterans' Organizations shall provide insurance coverage sufficient to protect the County from liability arising from their use of assigned areas and any other rental, event or activity, including but not limited to: the sale or provision of food, alcoholic beverages, or other products at the building. The sufficiency, types, and limits of coverage shall be determined and approved by County's Risk Manager in accordance with County policy.

5. **LVMBCC Hours:** The Veterans' Organizations shall have access of the LVMBCC during business hours which consists of the following: Sunday through Thursday 8:00am to 10:30pm, and Friday and Saturday 8:00am to 11:30pm. The hours of access may be expanded for a particular event or occasion upon prior written notification with approval by County's General Services Director.

6. **Alcohol Use:** Those eligible Veterans' Associations recognized under the Military and Veterans' Code permitted to distribute, sell, or consume alcoholic beverages shall obtain and maintain a valid License issued by the California Department of Alcoholic Beverage Control (ABC) and shall procure and maintain valid "Host Liquor" or "Liquor Legal Liability" insurance coverage, as determined by the County Risk Manager, prior to distribution, sales or consumption of alcoholic beverages with its designated members and guests in their respective assigned areas.

All Veterans' Organizations using areas not covered in the above ABC licenses shall obtain a valid one day license issued by the California Department of Alcoholic Beverage Control, prior to a rental, event, or function in the LVMBCC which involves the distribution, sale, or consumption of alcoholic beverages to veteran members and/or guests. This shall include any area of the LVMBCC not included in the ABC License held by a Veterans' Association or related groups.

7. **Locks and Keys:** County shall provide Veterans' Organizations Commanders or Presidents with a key and/or access card accessing the LVMBCC. No party other than the County shall duplicate or distribute any key or access card except as specifically authorized by the County. Any unauthorized reproduction of any such key(s) or access card shall be cause for suspension or termination as defined below.

8. **Safety, Fire Arms and Ammunition:** All firearms and ammunition are prohibited from the LVMBCC and grounds without prior written approval by the County or an authorized current concealed weapons permit. No Veterans' Organization may bring firearms or ammunition into the LVMBCC or its grounds without prior written approval of the County. Veterans' Organizations shall comply with all laws and regulations regarding safety, building code, non-discrimination and health laws in their use of the LVMBCC and violation of this provision shall be cause for suspension of privileges. Veterans' Organizations shall make their areas available for inspection by County staff and/or official county, city or state inspection at all reasonable times.

9. **No Smoking:** Smoking in the LVMBCC and smoking within twenty (20) feet of the LVMBCC is prohibited pursuant to Ordinance 4437 Chapter 37 of the Santa Barbara County Code.

10. **No Sponsorships of Public Rentals and Events:** Veterans' Organizations are prohibited from sponsoring rentals and events for the general public at the LVMBCC. The LVMBCC shall not be rented by Veterans' Organizations for personal or organizational gain to the general public, promoters, companies or individuals. Veterans' Organizations' "hosted" events are covered in Rule 14.

With prior approval of the County, Veterans' Organizations may rent to the general public any Veterans' Organizations equipment and services including, but not limited to: tables, chairs, janitorial, set-up, tear down, alcoholic beverages (distribution/sales/consumption) food products and cooking services for private or public events only if the Veterans' Organizations have an

appropriate business license for so renting and liability insurance documentation specifically insuring said equipment and/or service on file with the County.

11. **Termination/Suspension:** Veterans' Organizations that fail to follow the rules and regulations as set forth by the County Board of Supervisors or other provisions of law or valid regulation may have their right of occupancy and use of their assigned area or their request for common area use of the LVMBCC cease and suspended for a period of time or terminated. Suspension or termination may also be imposed for failure of Veterans' Organizations to provide appropriate insurance or liquor licensing. Suspension is defined as an individual Veterans' Organization being prohibited from reserving the auditorium, banquet hall, lobby, conference room or other common area and from participating in any event or function for a period of up to one year. Upon the Board of Supervisors determining that a Veterans' Organization is no longer in compliance with the use of the LVMBCC, or that a Veterans' Organizations activities does not provide a community benefit, then their use and occupancy of their assigned area and common area use shall be terminated.

12. **Building Security:** Veterans' Organizations shall assist the County in maintaining the security of the LVMBCC. Veterans' Organizations reserving common areas for an event or function, where the general public is invited, will be required to reserve that event through the County reservation application process. The need for security at Veterans' Organizations events and the number of security guards will be determined by the County, based upon the number of individuals attending such event. If the County determines a need for security at such an event, the cost of that security will be borne by the Veterans' Organization reserving the areas for the event. It is agreed that Veterans' Organizations and their related groups, when using the common areas for a members-only function, will be responsible for maintaining their own security of the building during that time.

13. **Veterans' Organizations Hosted Events:** Each Veterans' Association having assigned space in the LVMBCC shall have the right to make reservations through the General Services Department for the use of the auditorium, banquet hall, lobby, conference room or other common area(s), on a first come first served basis, for five free events each calendar year at no charge. Veterans' Organizations shall make reservations through the County General Services Department for use of the auditorium for events such as, the annual Military Ball, monthly meetings held in the conference room, community service events related to patriotic activities, and memorial services for Veterans each calendar year at no charge. All other use of such common area(s) by Veterans' Organizations shall be reserved through the County General Services Department and subject to the fees and requirements as set forth by the County Board of Supervisors.

Veterans' Organizations are responsible to provide their own equipment, tables, chairs, janitorial, etc. for their reserved rental, events, and functions. If the Veterans' Organization fails to properly provide clean up and/or janitorial service after a no-charged rental or event, the County shall notify that particular Veterans' Organization and/or arrange for janitorial services to provide service. The cost of such clean up or janitorial service shall be reimbursed by that particular Veteran's Organization. Failure of a Veterans' Organization to clean up prior to close of business on the day of the event may be cause for suspension of privileges.

14. **LVMBCC Reservations:** The General Services Department shall be responsible to manage the reservation application process for the Veterans' Organizations and general public's use of the LVMBCC. The General Services Department shall be responsible to schedule Veterans' Organizations and general public meetings, rentals, and events. It is the intent of the County to charge fees for reservations at the LVMBCC. The charges for the use of the LVMBCC shall be established by the County Board of Supervisors from time to time. The Veterans' Organizations may only use any LVMBCC common areas so as to not unduly interfere with the reasonable use by the public. All reservation fees shall be paid in full at least ten (10) days prior to the date of the rental. Failure to pay fees shall cancel the rental event.

15. **Maintenance and Repair of LVMBCC:** The County, through the General Services Department, shall perform all maintenance, alteration and repair to the LVMBCC. Veterans Organizations and their representatives are prohibited from performing any maintenance, repairs or alterations to the LVMBCC. All determinations as to the necessity of any maintenance, alteration or repair shall be at the sole discretion of County. In the event Veterans' Organizations desire maintenance or repair to the LVMBCC or within specific assigned areas, Veterans' Organizations may request such repair or maintenance to the County General Services Department Facilities Manager.

The Veterans' Organizations shall keep and maintain in good condition their specific assigned areas. Upon termination or suspension, Veterans' Organizations shall return their specific assigned areas to County in good order and condition, reasonable wear and tear accepted.

The County may require a Veterans' Organization to pay the cost of repairs arising from the misconduct, error or misuse of facilities by the guests, members or invitees of a Veterans' Organization.

16. **Annual Report:** On or before July 1 of each calendar year Veterans' Organizations shall submit to the General Services Department, an annual report listing the current Commanders and Presidents and their proposed scheduled events for the use of the common areas during the upcoming calendar year.